

MEDICAL PASSPORT MODULE

February 16, 2005

Last Updated January 22, 2009

SWSS Project

USER REQUIREMENTS

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1 INTRODUCTION

1.1 Purpose

1.2 Target Audience

This document is intended for SWSS development staff who will be developing a Detailed Design document to address the requirements listed in this document. It will also be of interest to development staff charged with maintaining the SWSS automated system.

The following personnel may also be interested:

- CWI Trainers
- FIA help Desk personnel
- SWSS advance users
- Zone Children's Services Specialist
- CFS Policy Staff

2 MODULE NARRATIVE

3 NAVIGATION FLOW

3.1 Screen Interaction

3.2 System Flow

4 REQUIREMENTS LIST

The comprehensive (we hope) list of requirements derived from the original requirements, ensuing memos, emails, and test plan documentation.

4.1 Screen, Data, Out-of-Module, Output, Module and Miscellaneous Requirements

The following requirements were derived from the original requirements documents written by policy staff for the SWSS project. Any ensuing memos, emails, or test plans regarding the project were also searched. It is intended to be a comprehensive list of all requirements pertaining to the Medical Passport module. Each individual requirement has a unique identifier; the two letter prefix identifies this particular module (MP = Medical Passport).

The list is to be used in a Requirements Traceability Matrix, which will be comprised of all the requirements for all the SWSS modules, so that the status of each requirement can be tracked and verified.

MP-1	SCREEN REQUIREMENTS:	Testing Status
MP-1.1	There must be a "Medical" main screen.	
MP-1.1.1	For Phase 1, the only available tab will be the Immunizations tab.	
MP-1.1.1.1	This is display only.	
MP-1.1.1.2	The immunization record is obtained from the Department of Community Health.	
MP-1.1.2	Elements on the screen:	
MP-1.1.2.1	Case name	
MP-1.1.2.2	Case Number	
MP-1.1.2.3	Log number	
MP-1.1.2.4	Program	
MP-1.1.2.5	Status	
MP-1.1.2.6	Worker load number	
MP-1.1.2.7	Birthdate	
MP-1.1.2.8	Social Security Number	
MP-1.1.2.9	Medicaid ID	
MP-1.1.2.10	List of vaccines by name	
MP-1.1.2.11	Dates administered, by number in series, possible 1 through 8	
MP-1.2	This screen must have a mechanism to return to the Main menu.	

MP-1.3	This screen must have a mechanism to print an Immunization Record.	
MP-2	OUT-OF-MODULE REQUIREMENTS:	
MP-2.1	Main Menu must contain a mechanism to access this module.	
MP-3	DATA EDITING REQUIREMENTS:	
MP-4	MODULE REQUIREMENTS:	
MP-4.1	If the user performs an action upon the database after the database has timed the user out, SWSS must automatically reconnect to the database and continue working.	
MP-4.2	Central Office users (county 84) need inquiry access for case information.	
MP-4.3	The user must be able to print a Child Immunization Record for the case.	
MP-5	OUTPUT REQUIREMENTS:	
MP-5.1	Child Immunization Record	
MP-5.1.1	Standard case identification box including:	
MP-5.1.1.1	Case Name	
MP-5.1.1.2	Case Number	
MP-5.1.1.3	Log number	
MP-5.1.1.4	Print Date	
MP-5.1.1.5	County Number	
MP-5.1.1.6	Worker load number	
MP-5.1.1.7	Placement Date	
MP-5.1.1.8	Recipient ID	
MP-5.1.1.9	Birthdate	
MP-5.1.2	List of vaccines	
MP-5.1.3	Date(s) administered	
MP-6	MISCELLANEOUS REQUIREMENTS:	

EXAMPLE OUTPUT

Gather and include the forms and letters generated by this module. If possible, mark up the examples to explain the data fields to show the source or whether or not it is required.

5 DATA ELEMENT DESCRIPTIONS

A table of all the data elements entered within this module. For each item, describe its range of acceptable values. Designate items as being required for ASSIST, CIS, LICENSING or AFCARS (and any combination thereof). Also describe what other modules check these values.

Show validation tables of combinations of data. Are there data dependencies?

6 HELP MESSAGES

There are to be three levels of help available: Screen, which describes how the process for the current module is supposed to work, Context-Sensitive, which describes a particular data field on the screen, and Status Panel, which offer hints about the field or command button with the current focus.

- 6.1 SCREEN (Section or Module level. Offers an entry point to the big help file.)
- 6.2 CONTEXT-SENSITIVE (“F1”, aka “detail”)
- 6.3 STATUS PANEL MESSAGES (formerly known as “Field Level” and “Baby” before that.)

7 MODULE DEPENDENCIES

What data must be entered in other modules before this module can be used?

What changes in data within other modules effect this module?

8 SCENARIOS

The requirements scenarios that call for data entered by this module. This is just a cross reference into the

9 TEST PLANS

The updated test plans written by the Program Office and/or the developer to verify the correctness of the finished application.

10 SOURCE MATERIAL

The following items are included for historical purposes only. The current requirements were derived from this source material, and are, in places, out of date, incorrect, or conflicting.

10.1 Original Requirement

10.1.1 Case Members Memo

STATE OF MICHIGAN
FAMILY INDEPENDENCE AGENCY

MEMORANDUM

To: Daniel Klodt, Manager
Services Area
ITMS

Date: April 13, 2004

From: Mary Ann Jensen, Consultant
SWSS FAJ Policy
Child and Family Services Administration

Subject: SWSS FAJ - Standard Listing of Case Members on Printed Documents

There are several methods of listing case members on printed documents. This memo is to provide consistency throughout SWSS FAJ when printing case member information.

1. If more than one sibling is included on a document, the siblings always should be listed in the order of oldest to youngest.
2. Names should display/print as last name, first name, no AKA's and the first letter of each name should be capitalized.

Please let me know if you need additional information.

Thanks for your cooperation.

cc: Mary Chaliman
Sue Tomes
Vicki Weller

10.1.2

10.2 Test Plans

10.2.1 Test Plan Created by Policy

10.2.2 Test Plan Created by SWSS Development

10.3

10.4 Email

11 OUTSTANDING ISSUES

11.1 The following items require a decision or some direction from Policy staff:

Attachment A: List of SWSS Module Prefixes

MODULE	<i>PREFIX</i>
ACTION SUMMARY	AS
ACTIVE CASE PLANNING REPORT FOR ADOPTION	ACPR
ACTIVE CASE PLANNING REPORT FOR FOSTER CARE	ACFC
ACTIVE CASE PLANNING REPORT FOR JUVENILE JUSTICE	DCM
ADOPTION ACTIVE CASELOAD	ACR
ADOPTION ACTIVITY	AA
AWOL ESCAPE REPORT FOR JUVENILE JUSTICE	AWOL
CASE CLOSING	CC
CASE LISTING	CL
CASE REGISTRATION	CR
CASE SUMMARY	CS
CASELOAD MANAGEMENT REPORT	CMR
CHILD INFO	CI
COMMENTS	CO
COMMON	CM
COMPANIONATOR-DECOMPANIONATOR	DE
CONVERSION	CV
COUNTY TO COUNTY TRANSFER	CX
CPA CASE REPORT	CP
EDUCATION	ED
FIVE DAY PACKET	FP
FOSTER CARE ACTIVE CASE MANAGEMENT REPORT	FCMR
FUNDING DETERMINATION	FD
JUVENILE JUSTICE ACTIVE CASE MANAGEMENT REPORT	DMR
LEGAL	LE
LOGIN	LO
MAIN MENU	MM
MARE	MR
MEDICAID	MA
MEDICAL PASSPORT	MP
MEMBER INFO	MI
PAYMENT	PA
PAYMENTS ONLINE!	PON
PLACEMENT	PL
PRINT133A	P1
PRINT5S	5S
PROVIDERS	PR
PS XFER	PX
RECONCILIATION	JTL
REPORT GENERATION	RG
SECURITY	SC
SOUNDEX	SO
SOCIAL WORK CONTACTS	SW
TICKLERS	TI
UTILITIES	UT